

**MINUTES**  
**REGULAR MEETING - Corrected**  
**CHARLOTTE HARBOR**  
**COMMUNITY REDEVELOPMENT AGENCY ADVISORY COMMITTEE**  
**Monday, June 3, 2013 – 10:30 a.m.**  
County Administration Building – Room 106B  
18500 Murdock Circle, Port Charlotte, FL 33948

**Members Present**

James Herston, *Chairman*  
Charlotte Ventola, *Secretary*  
Susan Dupper  
Michael Haymans  
Delmar Wooden

**Members Absent**

Nathaniel Cooley  
Garland Wilson, *Vice Chairman*

**Staff Present**

Commissioner Ken Doherty  
Debrah Forester, Redevelopment Manager  
Inga Williams, Principal Planner, Community Development  
Roxann Read, Planner II, Community Development  
Dianne Quilty, Fiscal Services/Budget  
Lucienne Pears, EDO  
Clair Jubb, Customer Service Mgr, Community Development  
Gerry Mallet, Emergency Management Coordinator  
Kathy Knee, Recorder

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**I. Call to Order**

Chairman Jim Herston called the June 3, 2013 meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee to order at 10:30 a.m. in Room 106B of the Charlotte County Administration Building.

**II. Pledge of Allegiance**

Chairman Herston led the members and the audience in reciting the Pledge of Allegiance.

**III. Roll Call/Determination of Quorum**

Roll call was taken by Charlotte Ventola; a quorum was present.

**IV. Additions/Deletions to Agenda – Debrah Forester noted that Elizabeth Spicer would not be attending today's meeting.**

**V. Approval of Minutes**

A Motion was presented by Michael Haymans, seconded by Charlotte Ventola, and unanimously approved to accept the Minutes of the May 13, 2013 Regular Meeting of the Charlotte Harbor Community Redevelopment Agency Advisory Committee, as written.

**VI. Commissioner Comments – Commissioner Doherty briefed the Committee on the May 21 BCC Workshop. The BCC discussed numerous land development issues and prioritized 8 projects, which included the earth moving code, Charlotte Harbor CRA comp plan and code amendments, Manchester & Sandpiper Key Overlay code amendments, Parkside CRA comp plan and code amendments, sign code amendments for South County, Livability Green Building Ordinance, Barrier Island & Gasparilla Overlay and Babcock Ranch. The Commissioner will continue to give updates to the Committee.**

**VII. Public Comments – Harry Thomas questioned if it would be possible for an assessment to be placed on a property for the walkway, instead of paying up front costs if an owner/developer wants height but neighboring properties are not planning to do anything for 5-10 years.**

**VIII. Development Review Report – Jim Herston noted the only recent activity were permits for a few signs and one shed.**

**IX. Old Business**

- a. **Certified Sites** – Lucienne Pears from the EDO reviewed the current Certified Site program which is being implemented in the Punta Gorda Airport area. The EDO has identified the Punta Gorda Airport area, also known as the ECAP, as a focus area because it has the most ready to build industrial sites. Staff has been working with site selectors who help companies relocate their businesses. The Certified Site Program packet is a cohesive package the site selectors can review and it jump starts the due diligence process. The program is also another way to market property and is used by numerous states and well received and appreciated by site consultants. The EDO has received 8 applications to date, which are being digitized for inclusion on the new EDO website. Certified sites will get top billing on the Property Search webpage. The EDO will furnish Certified Site signs at the site. The program for the airport area requires a minimum lot size of 4 acres but property owners may join sites to reach that acreage. Because the website is County property all information collected becomes public information. The Charlotte Harbor CRA can have a similar program and it was the consensus of the Committee to endorse a Certified Site Program for the Charlotte Harbor CRA. Marketing would benefit the area. The Committee agreed there should be no lot size limitation for the Charlotte Harbor CRA program. Staff will schedule a meeting with vacant commercial property owners.
- b. **Elizabeth Spicer's Report** – A copy of Ms. Spicer's May Activity Report was distributed at the start of the meeting. Ms. Forester noted upcoming events included a fishing tournament and a 4<sup>th</sup> of July celebration.
- c. **Lot Mowing** – Debrah Forester noted the lot mowing program was instituted to clear overgrown lots in the Historic area. 10 property owners participated. The County vendor used in the past is no longer available so a new vendor is needed if this program is to continue. When asked if the Committee wanted to continue with the program the consensus was yes. The budget has \$10,000 for this project beginning October 1. Delmar Wooden asked if it would be less costly if there was follow-up maintenance every few months instead of just clearing. Susan Dupper advised there is not a grant available to homeowners to clear exotic plants. She will check to see if the grant would be available to the CRA.
- d. **Height Ordinance** – Ms. Forester mentioned a conversation she had with Peter VanBuskirk of Kimley Horn in which Mr. VanBuskirk offered to prepare revisions to the Height Ordinance based on the discussion from last week's special meeting. The revised ordinance would help to facilitate the next special meeting or regular meeting to discuss the Height Ordinance. Michael Haymans and Jim Herston both thought it would be best to have another workshop so the rest of the Ordinance could be discussed and then Kimley Horn could work up a draft amendment. Staff will schedule a follow-up meeting at the Historical Center.

Jim Herston asked Michael Haymans if he had time to draft the Height Ordinance language regarding property owners' rights along the waterfront. Mr. Haymans presented his draft paragraph and gave a written copy to Ms. Forester for the record, which read:

*Waterfront projects shall dedicate a non exclusive 12-foot wide easement for public access to the waterfront. Said easement shall lie immediately adjacent and parallel to the Charlotte Harbor shore, but shall not be developed in a manner that hinders the property owner's access to and from the waters of Charlotte Harbor.*

A brief discussion followed. Ms. Ventola noted she will not be available for the follow-up meeting or the July and September Advisory Committee meetings but wanted to voice her concern regarding the public assuming its rights to private properties. Other comments included:

- The closing of Bayshore Boulevard should be addressed sooner rather than later.
- Additional parking will be needed if higher buildings are erected, where will that be?

- Commercial users will welcome public usage of their property.
- Harborwalk will enhance commercial properties.

Debrah Forester introduced Claire Jubb and Gerry Mallet and asked them to do their presentation. Ms. Jubb talked about FEMA regulations and the changes in National Flood Insurance which will have an impact on many Charlotte Harbor CRA properties. It was noted that there could be changes made through the legislative process because of impending economic impact.

Gerry Mallet talked about mitigation options and grant programs that are available to home owners in flood hazard areas. Links to these programs can be found at the Emergency Management webpage.

It was noted that Mr. Wooden had participated in the grant program and used it to rebuild his home. Delmar Wooden noted that there are significant upfront costs with regard to the FEMA project grants. The County reimbursed quickly but he wondered if the CRA could assist property owners who are unable to pay up front. FEMA covers between 75-90%. Discussion went back to insurance rates and it was noted that the Chester Roberts house will be impacted by the new regulations.

- e. Bayshore Park Playground Dedication – Debrah Forester noted there would be a playground ribbon cutting scheduled in June. A bench dedication to Grace Amodeo will also be done at that time. An e-mail reminder will be sent. The Chair confirmed he should be available to say a few words.
- f. Historical Town Ordinance Amendment – A public hearing is required to revise the established date of Charlotte Harbor to 1872. The BCC will hold this public hearing on June 11.

**X. New Business**

- a. FEMA regulations and Flood Insurance (11:30 a.m. – scheduled presentation) - Gerry Mallet and Claire Jubb - See above.
- b. CRA Basic Training – June 26 in Fort Myers – A copy of the CRA basic training information was forwarded with the meeting packet. Debrah Forester recommended that committee members attend if interested in meeting other CRA members and it would give them the opportunity to see the redevelopment efforts underway in downtown Fort Myers. The program starts at 9:30 a.m. If interested contact Ms. Forester. Multiple members attending and Florida Sunshine was questioned; Ms. Forester will check with the Attorney's Office.

**XI. Correspondence/Communications – The following information was forwarded with the meeting packet:**

- a. Minutes from Punta Gorda CRA meeting of May 1, 2013.
- b. <http://iwishthiswas.cc/> - Tool for Public Input – Ms. Forester noted that this website suggests innovative ways to gather public comments such as placing stickers on vacant buildings that say...I wish this was \_\_\_\_\_. The EDO is looking into this program to see if it should create a campaign in Charlotte County with a focus on the Charlotte Harbor and Parkside CRAs. The first idea could be to focus on major shopping centers with vacancies. This public input process could help to identify what the market demand in the area could be and help with recruitment of businesses into the area.

**XII. Public Comments**

Clif Kewley asked about the status of the Riverwalk project. Ms. Forester advised that staff is still working with FDOT to try to start the project now. The permits are all in place. Worst case - July 2014 if FDOT does not allow an early start. Also working on this matter with the County's lobbying group in Tallahassee.

- XIII. Staff Comments** – Ms. Forester stated the Sheriff will be holding a Town Hall meeting in Room 119 on June 26; a meet and greet starting at 6 p.m. and then a presentation at 6:30 p.m. Parkside CRA is in the midst of a clean sweep by the Sheriff's Office. If you are seeing something stirring up in Charlotte Harbor, please call the Sheriff's Office.
- XIV. Attorney Comments** – None.
- XV. Member Comments**  
Delmar Wooden – It seems like things are looking good at Bayshore Park. Lots of citizens are enjoying the park.  
Susan Dupper suggested a press release be done for the playground ribbon cutting and bench dedication.
- XVI. Next Meeting Date**  
The next regular meeting of the Charlotte Harbor CRA Advisory Committee is scheduled for July 1, 2013 at 10:30 a.m. in Room 119.
- XVII. Adjournment**  
There being no further business, the meeting ADJOURNED at 12:34 p.m.

Respectfully submitted,

  
Charlotte Ventola, Secretary

Approved: July 1, 2013